

A Special Meeting of the Board of Trustees of the Village of Oxford was held on November 4, 2025, at the Village Hall - 20 LaFayette Park, Oxford, NY 13830. Special meeting met at 7:00 P.M.

Present were: Mayor Terry Stark, Trustee Dale Leach, Trustee Richard Marks, Trustee Dustin Hendricks, Trustee Mary Branham, OIC Adam Francis, EMS Captain Mark Forrest, Kim Nichols, Clerk-Treasurer Shelly Marks.

Absent: Fire Chief Ron Martin

Mayor Terry Stark called the Special meeting to order at 6:57 p.m.

Pledge of Allegiance to the American Flag was given.

POLICE DEPARTMENT:

OIC Francis talked to the board about the Lexipol Program that OIC Francis brought to the board last week. They take the liability out for the village and they cover us if we have lawsuits that arise, etc. Mayor Stark asked if we could go in on this coverage with another municipality. This is an agency specific program and it is based on the number of employees covered. Several police departments in the Binghamton area are using this program. We currently have NYCOM policies which cover every scenario. OIC Francis discussed this with the board in detail so that we can understand it. Daily briefs are sent out with added items that are being found by law enforcement agencies so that officers can stay on top of the game. The village needs to try to distinguish how often our two part time officers work and to see if this is worth getting them included in the Lexipol Program. Steve Congdon is our part-time officer that works during holidays and when we get grants to cover his time. The village policy has not been reviewed by an attorney. All policies with Lexipol have been reviewed with attorneys and they will send an attorney down to represent us if we ever end up in court for any reason. OIC Francis will find out if the cost is for up to four officers or if it is just a per officer fee. Trustee Branham moved and Trustee Hendricks seconded the motion to approve the Lexipol proposal for \$5,116.30. All approved.

FIRE DEPARTMENT:

Chief Martin was waiting for a resolution from the board for the aerial truck to present to the fire council and members.

Following board discussion, the following resolution was offered by Trustee Marks and seconded by Trustee Leach:

RESOLUTION NO. 2025-11-4-1

A RESOLUTION OF VILLAGE OF OXFORD , CHENANGO COUNTY NEW YORK DECLARING AERIAL PLATFORM FIRE APPARATUS AS SURPLUS PROPERTY AND AUTHORIZING ITS SALE AT PUBLIC AUCTION

WHEREAS, the Village of Oxford has determined that a certain fire apparatus is no longer necessary for public use due to age, replacement, maintenance costs, or other specified reasons; and

WHEREAS, the Board of Trustees of the Village of Oxford has identified the following fire apparatus to be declared as surplus property:

- **Description:** 2001 KME Aerial cat 95 Mid Mount Platform (EP-267)
- **Vehicle Identification Number (VIN):** 1HTSDADR8VH450063
- **Reason for Declaring Surplus:** This apparatus is no longer required for the effective functioning of the fire department.

WHEREAS, it is in the best interest of the Village to sell this surplus fire apparatus to recoup value and reduce maintenance costs; and

WHEREAS, the sale of such surplus property is in accordance with applicable New York State General Municipal Law and Village Law; and

WHEREAS, The Village Board has previously authorized spending up to \$30,000 to repair the apparatus to a certified service that will increase market value to a minimum of \$200,000.

WHEREAS, the sale of the surplus fire apparatus to the highest bidder at a public auction will be held to ensure the most beneficial terms for the public interest, as is the village’s fiduciary duty.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF OXFORD AS FOLLOWS:

Section 1. That the 2001, KME Aerial cat 95 Mid Mount Platform (EP-2670) fire apparatus with VIN 1HTSDADR8VH450063 is hereby declared surplus to the needs of the Village of Oxford.

Section 2. That the Village Mayor, or other designated official, is hereby authorized to sell said equipment through an online public auction service, such as GovDeals or a similar platform, or through a sealed-bid public auction.

Section 3. That the Village Clerk-Treasurer is authorized and directed to publish notice of the public auction in the official village newspaper in accordance with all legal requirements. The notice shall include a description of the item to be sold, the conditions of the sale, and details on how interested parties may participate in the auction.

Section 4. That the Village reserves the right to set a minimum bid of \$200,000 and to reject any and all bids that are not in the best interest of the Village.

Section 5. That this resolution shall take effect immediately upon its adoption.

The question of the foregoing Resolution was duly put to a vote and, upon roll call, vote was as follows:

Voting

Trustee Dale Leach	Aye
Trustee Richard Marks	Aye
Trustee Dustin Hendricks	Aye
Trustee Mary Branham	Aye
Mayor Terry M. Stark	Aye

The foregoing Resolution was thereupon declared duly adopted.

PASSED, ADOPTED, AND APPROVED on this 4th day of November 2025.

ATTEST:

Shelly W. Marks
Village Clerk-Treasurer

Kim Nichols reported that the Capital project has started to move but is slow. Kim received an invoice for \$18,050 for a certificate for payment. This is a progress bill from Treffeisen but they have not been at the station except once. They will be coming back to video again. Pipe is clear but there is some water in it. They have cut the floor, dug it up, tamped it, and did the

concrete. Kim called Treffeisen and asked what bonds and insurance they are billing us for. He has not heard back from them yet. They did not send a check with their bid. Mayor Stark agrees that we should not pay their progress billing until we get some clarification. Wescott will be coming back this week to do more work.

EMS:

Chief Mark Forrest said he is going up tomorrow to look at the new ambulance to see if it is up to our expectations and okay to get delivered. We will pay for it if it is in the condition Mark that Mark approves. We will still need to have the regular service calls for oil changes, tire rotation, etc. with the new ambulance. We are trying to get people in the seats for the ambulance. The village will plan to leave increases at 3.5% for salaries. We must decide if we need to get rid of both of the old ambulances or keep one of them in case we have the new one out of service for a brief time. We should sell the 1999 and get the 2006 ready for backup with oil change, etc.

TIMBER MANAGEMENT:

Mayor Stark talked to Charyl Irons and she is willing to listen to what the village has to offer as far as an offer for an easement for access to Boname Park. Easement language that is specific to harvesting the timber. Will Kelsey from Soil and Water is out of the office this week. Soil and Water also talked to Mayor Stark regarding this easement. We should look at a permanent easement rather than a temporary one as access will not be needed every year to cut the timber. We will show Charyl a sample once we find one. We need to figure out as a village how much money we should offer to give Charyl to have access to our property through hers. This easement will go with her property when she sells it in the future. The amounts are not typically a huge amount. We are not doing anything with her property. We just need access to our property through her property. We could offer to buy the property that is accessing ours. Are we interested in buying this to access Boname Park through New Virginia Road? Make an offer to buy land and pay for the subdivision. Figure out the acreage and figure out a fair price for that amount. Instead of an easement, we may be willing to buy it and could give her lifetime use.

ADMINISTRATION:

Staffing plan – one person has been interviewed so far but we have received several more resumes from qualified people. We will set up interviews with the other candidates to see how they compare.

CAPITAL REIMBURSEMENT SUBMISSION:

Capital assets policy and management inventory. Anything over \$1,000 – the department heads need to fill this paperwork out so the board is not surprised by a purchase needed. Do we have anything other than a spreadsheet to track this? The spreadsheet works but how well does it?

TRUSTEE COMMENTS:

The board wants to extend the leaf bag pickup for a month total. Pick up from April 15 through November 15. Mayor Stark will talk to SPW Kelsey to ask them to pick up the leaf bags around the village one last time.

ADJOURNMENT:

Mayor Stark made a motion to adjourn the meeting at 8:31 p.m.

Respectfully Submitted,

Shelly W. Marks
Clerk-Treasurer